



Deputy Sheriff

Jefferson County is home to approximately 85,000 residents, spread over 583 square miles where the Sheriff's Office works hard to uphold their mission to promote a criminal justice system that balances the protection of life, liberty, and property of the community within the rights and privileges of the individual and to make choices that are consistent with their pursuit to fashion a credible, professional law enforcement agency, engraving the mark of excellence upon all acts and decisions.

The Sheriff's Office is creating an Eligibility List of dedicated, hard-working, and ethically-driven individuals who are interested in becoming a Deputy Sheriff. The Sheriff's Office strongly encourages female candidates to apply in order to meet State Staffing Requirements. Deputies begin in the Jail Division and transfer to the Patrol Division as openings occur, based on seniority. Deputies assigned to the Jail Division are full-sworn deputy sheriffs with full-arrest powers and protective status. You will be successful in this role by completing the following key tasks and responsibilities:

- Maintain jail security including: regular patrolling of jail, monitoring surveillance equipment, completing cell inspections and searches, and conducting strip searches in accordance with State Statutes, policies, and procedures.
- Identify potential and/or existing problems and takes appropriate action to correct the situation. For example: recognize potential inmate conflict, intervene in disputes, mediate inmate conflict, and discipline with jail rules are violated.
- Book inmates including: conduct searches, photograph, fingerprint, inventory personal property, complete medical questionnaire, carefully assess whether the subject is a risk to themselves or others
- Interpret and understand court paperwork including judgments of conviction, warrants, child support orders, writs, etc., understand and serve civil process papers, and escort inmates to court.
- Log and document accurate information relating to inmate activities, tasks performed, court appointments and appearances, maintenance issues, discipline of inmates, Huber information, and any other details necessary
- Further information included on the posted job descriptions for the Jail and Patrol divisions

Starting wage information:

- \$27.41/hour if an academy graduate; pay may be higher based on prior law enforcement experience and certifications already obtained.
- \$21/hour to attend and complete the 720 Law Enforcement Academy
- Hours: 72 – 80 hours/pay period, varying shifts. Once on rotation, Deputies follow a 5/2-5/3 schedule: 5 days on, 2 days off, 5 days on, 3 days off

Benefit information can be found at:

https://www.jeffersoncountywi.gov/departments/human_resources/pay_and_benefit_information.php

Benefits may be accelerated based on prior law enforcement experience and certifications already obtained.

Written test is required -You will be notified of the testing date/details if you meet the minimum requirements.

Qualifications Needed:

- U.S. citizenship
- Valid Wisconsin Driver's license
- No felony convictions
- 60 college credits completed at time of hire or 3 years (paid) full-time experience as a civilian or military police officer.
- Excellent communication skills along with knowledge of computer applications.
- All applicants must pass the Law Enforcements Standards Board (LESB) physical readiness testing prior to employment offer.

Application and position details are available at www.jeffersoncountywi.gov or
Jefferson County Human Resources: 311 S. Center Ave. Room 111, Jefferson, WI 53549.

Jefferson County is an Equal Opportunity Employer